

☒ UNCLASSIFIED☐ INTERNAL  
USE ONLY☐ CONFIDENTIAL☐ SECRET

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

PRE-PAID LEGAL PLAN

FROM

CIB

EXTENSION

NO.

STAT  
STAT

DATE

11-21-77

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DC/BSD

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Bill- Have set up  
a meeting for Tues.  
29 Nov @ 900 with  
attorneys  
and his associate

STAT

STAT

to  
hear their p.p. legal  
program pitch.  
I have contacted  
Cover + Security to invite  
their participation.

STAT

ROOM 3E14  
(go thru LSD office)  
MEM  
11/22

~~I were unable~~  
to locate a conf. rm. so  
we will squeeze in your  
room or use  
if he is out.

STAT

STAT

☐ SECRET☐ CONFIDENTIAL☐ INTERNAL  
USE ONLY☐ UNCLASSIFIED

1 NOV 1977

NOTE FOR: Acting Director of Personnel

SUBJECT : Proposed Prepaid Legal Plan

[redacted]  
1. Recommend that [redacted] and  
arrange a meeting with him. [redacted] would also have a [redacted]  
~~and/or OS representative attend~~ and cover the following  
points:

- a. Secure handling and protection of cover.
- b. Clearance of Plan's attorneys.
- c. ~~Service to be provided and costs.~~
- d. ~~Enrollment procedure, billing, and other  
administrative details.~~

2. If you approve this approach, I will have [redacted]  
proceed with the meeting and keep you advised of our progress.

[redacted]  
Chief, Benefits and Services Division

APPROVED:

11 NOV 1977

\_\_\_\_\_  
Date

[redacted]  
Acting Director of Personnel

Distribution:

- 0 - Return to C/BSD
- 1 - AD/Pers
- 1 - BSD (w/held)

[REDACTED]  
ATTORNEY AT LAW

October 20, 1977

[REDACTED]  
Deputy Director of Personnel  
Central Intelligence Agency  
Washington, D. C. 20505

RE: PRE-PAID LEGAL PLAN

[REDACTED]  
[REDACTED] has talked with you about the  
Pre-Paid Legal Plan offered by our firm, and, as we  
understand, has shown you our schedule of services.

We are writing at this time to advise that we  
are available at your convenience to answer any questions  
you may have regarding the plan, and to present our program  
to you.

Our plan is far more comprehensive than any other  
private plan we know of. In addition, we have experience  
in this area, having conducted and serviced such a plan as  
long ago as 1974.

Sincerely,

[REDACTED]  
cc: Mr. Anthony Laphan, Esquire